

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 147
SEPTEMBER 19, 2012 – WORK SESSIONS**

**Public Works
Summary Minutes**

Work Session was held between the County Commissioners and Public Works on Wednesday, September 19, 2012, at 9:00 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Helen Price Johnson, Chair **Staff:** Pam Dill
 Kelly Emerson, Member
 Angie Homola, Member

Staff Present: Bill Oakes, Director

Others Present: Elaine Marlow, Budget Director

Record @ 00:16

Add-on

Subject/Description: Rural Arterial Program (RAP) Application

Attachment: none

Information: Bill informed the Board that the County Road Administration Board (CRAB) requested a revision to the amount of RATA funds for Boon Road. A new prospectus will be submitted for the Board's signature on Monday, September 24, 2012.

Roads

Subject/Description: Tyee Beach Road Vacation – Beach Way (Dallman Road)

Attachment: yes

Action Requested: Bill briefed the Board on the issues surrounding the road vacation.

Follow up: The Board directed Bill to start negotiations with the applicant.

**Human Resources
Summary Minutes**

Work Session was held between the County Commissioners and Human Resources on Wednesday, September 19, 2012 at 9:30 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Helen Price Johnson, Chair **Staff:** Pam Dill
 Kelly Emerson, Member
 Angie Homola, Member

Staff Present: Melanie Bacon, Human Resource Director

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Others Present: Elaine Marlow, Budget Director, Anne LaCour, Ana Maria Nunez, Debra Van Pelt, Jill Wood, Bill Oakes

Record @ 28:47

Subject/Description: Job Requisitions

Attachments: yes

Action Requested:

Auditor

- Voter Registration Deputy – reclassification of position from C-8 to C-9 - #063/12 – previously approved at March 14, 2012 work session – paperwork not signed

Treasurer

- Foreclosure Deputy – increase hours from 32 to 40 - #064/12
Commissioner Homola moved to approve Job Requisition #062/12. The motion was seconded by Commissioner Emerson and carried unanimously.

Clerk

- Clerk 1 – reclassify .60 FTE position from C-7 to C-6 and post - #068/12
Commissioner Emerson moved to approve Job Requisition #068/12. The motion was seconded by Commissioner Homola and carried unanimously.
- Vault Clerk – reclassify 1 FTE position from C-5 to C-6 - #067/12
Commissioner Homola moved to approve Job Requisition #067/12. The motion was seconded by Commissioner Emerson and carried unanimously.

Health/DNR

- Environmental Health Specialist II, replacement position, C-11, 1 FTE - #069/12
Commissioner Homola moved to approve Job Requisition #069/12. The motion was seconded by Commissioner Emerson and carried with a vote of two in favor and one opposed. Commissioner Emerson opposed the motion.

Public Works

- Camano Road Shop Supervisor, replacement position, NR-13, 1 FTE - #070/12
Commissioner Emerson moved to approve Job Requisition #070/12, effective immediately. The motion was seconded by Commissioner Homola and carried unanimously.

Subject/Description: HRA VEBA Resolution

Attachment: yes

Action Requested: Approval to continue providing the HRA VEBA for long-tenured non-represented employees in 2013. Commissioner Price Johnson and Commissioner Homola approved removing the sunset language in Exhibit A.

Follow up: Okay with Commissioner Price Johnson and Commissioner Homola to move resolution forward to a Monday meeting on the regular agenda.

Record @ 02:22:32

Auditor

- Elections Manager, temporary through 11/30/12 (unless recount, then 12/15/12) - #072/12
Commissioner Homola moved to approve Job Requisition #072/12. The motion was seconded by Commissioner Emerson and carried unanimously.
- Department Administrator, replacement position #071/12

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Commissioner Emerson moved to approve Job Requisition #071/12. The motion was seconded by Commissioner Homola and carried unanimously.

**Planning & Community Development
Summary Minutes**

Work Session was held between the County Commissioners and the Planning Department on Wednesday, September 19, 2012 at 9:50 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Helen Price Johnson, Chair
Kelly Emerson, Member
Angie Homola, Member

Staff: Pam Dill

Record @ 46:46

Staff Present: Brad Johnson, Senior Planner, Bob Pederson, Director, Paula Bradshaw

Others Present: Elaine Marlow, Budget Director

Subject/Description: 2016 Periodic update

Attachment: Memo dated 9/11/12 from Brad Johnson, to BOCC

Action Requested: Brad Johnson updated the Board on comments received by Oak Harbor, Langley and the Town of Coupeville regarding the County Wide Planning Policies update project.

Follow up: Planning staff will continue discussions with the affected jurisdictions.

Subject/Description: Annexation request

Attachment: none

Action Requested: The City of Oak Harbor is proposing to annex a small area of unincorporated Island County near the intersection of Swantown Road and Fairway Lane. As a result of the proposed annexation, a small neighborhood located in unincorporated Island County would be surrounded on all sides by the City of Oak Harbor. The County Wide Planning Policies adopted jointly by Island County and the City of Oak Harbor discourage the creation of new unincorporated enclaves. Patchwork annexations, such as the one proposed can lead to increased servicing costs for the County and emergency services complications.

Follow up: Planning staff will send a letter to City of Oak Harbor notifying them of the County's concerns.

**Monthly Financial Reports
From Auditor & Treasurer
Summary Minutes**

Work Session was held between the County Commissioners and the Auditor/Treasurer on Wednesday, September 19, 2012, at 10:00 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Helen Price Johnson, Chair
Kelly Emerson, Member
Angie Homola, Member

Staff: Pam Dill

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Present: Anne LaCour, AnaMaria Nunez

Others Present: Elaine Marlow, Budget Director

Record @ 57:20

Subject: Monthly Financial Report

Attachment: [MONTHLY FINANCIAL REPORTS BY AUDITOR AND TREASURER](#)

Commissioners Agenda
Summary Minutes

The County Commissioners met during Work Session on Wednesday, September 19, 2012 at 10:15 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA.

Present were:

County Commissioners: Helen Price Johnson, Chair
Kelly Emerson, Member
Angie Homola, Member

Staff: Pam Dill

Others Present: Elaine Marlow, Budget Director

Record @ 01:08:23

Subject/Description: Consider applicants for vacancy on the Water Resource Advisory Committee

Attachments: yes

Action Requested: The Board considered applicants for a vacancy on the Water Resource Advisory Committee.

Follow up: Okay with full Board to move recommendation forward to Monday's agenda.

Subject/Description: Resolution recognizing and honoring the many contributions made by Sno-Isle Libraries for the past 50 years

Attachments: yes

Action Requested: Approval of resolution recognizing and honoring the many contributions made by Sno-Isle Libraries for the past 50 years

Follow up: Okay with full Board to move forward to a Monday agenda.

Subject/Description: Resolution C-117-12 proclaiming September 21, 2012 the 70th Anniversary of the Naval Air Station Whidbey Island

Attachments: none

Action Requested: Approval of resolution proclaiming September 21, 2012 the 70th Anniversary of the Naval Air Station Whidbey Island.

The second sentence in Paragraph 3 of the resolution was amended to read "Approximately 20 farms totaling 4,325 acres, known for producing some of the finest wheat in the country, were transferred to the government; and"

Commissioner Emerson moved to approve the amended resolution C-117-12. The motion was seconded by Commissioner Homola and carried unanimously.

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**Budget Director/GSA/IT
Summary Minutes**

Work Session was held between the County Commissioners and the Budget Director on Wednesday, September 19, 2012, at 10:25 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Helen Price Johnson, Chair
Kelly Emerson, Member
Angie Homola, Member

Staff: Pam Dill

Staff Present: Elaine Marlow, Budget Director

Record @ 01:20:24

Subject/Description: Review Public Defense statistics

Attachments: Memo dated 9/17/12 from Don Mason

Information: Caseload report for YTD 2012 through the end of August.

Subject/Description: Update on Burn Permit Program

Attachment: Memo dated 9/17/12 from Elaine Marlow to BOCC

Action Requested: Approval to provide formal written notice to Skagit County that Island County will end the Burn Permit Program as it is currently structured as of June 30, 2013. The County will work with Skagit County and NWCAA to investigate an alternative structure for the Burn Permit Program.

Follow up: Okay with full Board.

Subject/Description: Animal Control on Camano Island

Attachment: none

Action Requested: Camano Animal Control contractor has submitted notification of termination as of the end of October. Commissioner Emerson would like to put the contract out for bid.

Follow up: Okay with full Board. Elaine Marlow will bring a draft RFP to the October 3, 2012 work session.

**Health Department
Summary Minutes**

Work Session was held between the County Commissioners and the Health Department on Wednesday, September 19, 2012, at 1:00 p.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Helen Price Johnson, Chair
Kelly Emerson, Member
Angie Homola, Member

Staff: Pam Dill

Staff Present: Keith Higman, Director, Kerry Graves

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Others Present: Elaine Marlow, Budget Director, Dan Nelson, Director Business Development, Skagit Regional Health, Darrin Gillis, Skagit Valley Hospital, Dr. Griggs

Record @ 01:54:30

Administration

Subject/Description: Skagit Regional Health/Camano Regional Clinic-Camano Health Services Building expansion

Attachment: Camano Project Schedule – Draft 3- Floor Plan

Information: Dan Nelson and Darrin Gillis briefed the Board on the Camano Health Services Building expansion project.

Follow up: The full Board was supportive of staff working with Skagit Regional Health to help facilitate the expansion project.

Subject/Description: Replacement position – Environmental Health Specialist II

Attachment: none

Discussion: Keith Higman shared information with the Board as it relates to limitations he has as Director of Island County Public Health in recruiting and keeping good quality employees if one of their primary motivations is compensation.

**Department of Natural Resources
Summary Minutes**

Work Session was held between the County Commissioners and the Department of Natural Resources on Wednesday, September 19, 2012 at 1:25 p.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Helen Price Johnson, Chair
Kelly Emerson, Member
Angie Homola, Member

Staff: Pam Dill

Staff Present: Keith Higman, Director, Kerry Graves

Others Present: Elaine Marlow, Budget Director

Record @ 2:16:46

Subject/Description: Puget Sound Partnership-Island County LIO Grant

Attachment: Contract No. 2012-31, Amendment No. 2

Action Requested: Amends the scope of work and increases the contract amount by \$34,176.00.

Follow up: Okay with full Board to move forward to a Monday agenda.

**Budget Director/GSA/IT
Summary Minutes**

Work Session was held between the County Commissioners and the Budget Director on Wednesday, September 19, 2012, at 1:35 p.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

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County Commissioners: Helen Price Johnson, Chair
Kelly Emerson, Member
Angie Homola, Member

Staff: Pam Dill

Staff Present: Elaine Marlow, Budget Director, Don Mason

Others Present: Donna Keeler, Mark Preiss, Jeff Arango, City of Langley

Record @ 02:27:21

Subject/Description: Update for 2010 and 2011 uncompleted Conservation Futures Projects

Attachments: yes

Information:

- 2010 Pacific Rim Institute Conservation Easement Project – Applicant withdrew their request for CFF funds.
- 2010 Greenbank Farm Conservation Easement Project - WCLT anticipates completion of this project by the end of 2012.
- 2011 Trillium Project – Change in scope – County would hold conservation easement and the WCLT would continue ownership and management of the 654 acre parcel.
- 2011 Swan Lake M & O Project – Change in award recipient, scope and reduced amount.

Subject/Description: 2012 Applications for Conservation Futures Funds

Attachment: yes

Action Requested: Approval of Conservation Futures Funding – 2012 Projects

Project Name: Iverson Preserve M & O Project
Sponsor: Island County Noxious Weed Board
Amount: \$14,145.00

Project Name: Indian Point Acquisition Project
Sponsor: Whidbey Camano Land Trust
Amount: \$60,000.00

Project Name: Crockett Lake Acquisitions and Conservation Easements
Sponsor: Whidbey Camano Land Trust
Amount: \$270,000.00

Project Name: Ebey's Historic Reserve Farmland Conservation Easement
Sponsor: Whidbey Camano Land Trust
Amount: \$400,000.00

Project Name: Noble Creek Acquisition Project
Sponsor: City of Langley
Amount: \$175,000.00 – Tabled for 30 days

Follow up: Okay with Board to move the first four projects forward to Monday's regular agenda. Commissioner Emerson was not in support of any of the acquisition projects.

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 154
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BOARD OF COUNTY COMMISSIONERS
ISLAND COUNTY, WASHINGTON

Helen Price Johnson, Chair

Kelly Emerson, Member

Angie Homola, Member

ATTEST:

Elaine Marlow, Clerk of the Board